

NCDOT DIVISION ONE - BACKING POLICY

BACKING OPERATIONS

- ☐ Prior to any backing operations, and any time conditions or personnel changes, a Daily Tailgate Safety Meeting should be held to discuss the work plan.
- ☐ A designated spotter should be identified.
- ☐ Supervisors, spotters and operators/drivers should review proper hand signals.
- ☐ All personnel/operators/drivers must be reminded of vehicle blind spots.
- ☐ Equipment should be checked for audible warning devices and back up alarms.
- ☐ During backing operations, all personnel must remain clear of the area between backing trucks and equipment.
- ☐ Only the designated spotter should signal drivers.
- ☐ The spotter must remain in position in view of the driver's side mirror.
- ☐ Drivers must not begin backing without being signaled by the spotter.
- ☐ Drivers must immediately stop backing anytime the spotter is not in clear view.
- ☐ Operations should cease anytime an incident or near miss occurs, and should not resume until the procedures have been reviewed and all personnel advised.

BACKING PROCEDURE

- ☐ Never place a vehicle in a backing situation if any other option is available.
- ☐ Always request a spotter if another person is available.
- ☐ If a spotter is not available, perform a "walk around" prior to backing.
- ☐ Remain alert to stationary obstacles and moving objects while backing.

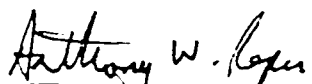
DISCIPLINARY ACTION IS REQUIRED FOR:

- ☐ Improper use/understanding of hand signals
- ☐ Failure to report malfunctioning equipment
- ☐ Failure to use appropriate PPE
- ☐ Backing without a spotter in clear view
- ☐ Failure to stop or cease operations as outlined above
- ☐ Failure to immediately notify Supervisor(s) of Backing Incident
- ☐ Failure to conduct a Daily Tailgate Safety Meeting
- ☐ Failure to designate a spotter for backing operations

The minimum disciplinary action for infractions listed above is a documented coaching session. More severe discipline may be considered depending upon circumstances. Supervisors should consult with the appropriate Assistant Division Engineer prior to any action being taken.

* "AT FAULT" BACKING ACCIDENT *

- ☐ Supervisor shall consult with the appropriate Assistant Division Engineer. A Written Warning will be issued as a Minimum.
- ☐ Cones placed front & rear of vehicle when parked (time period determined by Supervisor)


DIVISION ENGINEER


DATE